



# City of Santa Barbara

## REQUIRED DOCUMENTATION OF BUILDINGS PRIOR TO DEMOLITION

If required, prior to issuance of a demolition permit by the City of Santa Barbara, the following documentation materials are to be submitted to the staff of the City Historic Landmarks Commission for review and acceptance:

1. A site plan of the property as it exists, with the subject building clearly indicated, drawn to scale and with dimensions given.
2. Floor plans drawn to scale.
3. Measured building elevation scaled drawings of the exterior and of significant, representative interior elevations. The Commission's staff may be consulted for a determination of what is significant.
4. Notations as to the building's construction materials.
5. Black and white photographic prints and negatives, taken with a 4"x5" or 120 camera, of all exterior elevations, interior rooms, and architectural details. The prints shall have identification labels on the back, with the subject clearly expressed, keyed to Item No. 2 above, and the photo date included.
6. A brief history of the building including the original construction date, the name of the original owner, the name of the original architect, if known, the builder, and factual information on subsequent alterations.

These materials shall be collected in a presentation binder with the property's address and Assessor's Parcel Number identified on the front cover. A list of Large Format Photographic Consultants appears on the reverse of this handout.



# City of Santa Barbara

## LARGE FORMAT PHOTOGRAPHIC CONSULTANTS

The following list has been compiled by the Community Development Department of the City of Santa Barbara to assist agencies and property owners in carrying out the required documentation of structures prior to demolition in compliance with the latest edition of the City's Master Environmental Assessment (MEA) document and the California Environmental Quality Act (CEQA). The consultants on this list may have the capability to carry out one or all components (i.e., measured drawings, large-format photography, or written historical and descriptive reports, etc.) of demolition projects. Placement on this list does not imply endorsement or recommendation of these consultants by the City of Santa Barbara. Costs for any photographic surveys are not determined by the City of Santa Barbara, but are to be negotiated by the consulting photographer and the contracting property owner or applicant. A sample binder with the information required is available for viewing at the public counter at 630 Garden Street. For more information, please contact the City's Urban Historian at (805) 564-5470.

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